Close

Bulletin Number	2919BR
Type of Recruitment	Open Competitive Job Opportunity
Department	Human Resources Countywide Exams
Position Title	SENIOR NETWORK SYSTEMS ADMINISTRATOR
Rebulletin Information	**THIS ANNOUNCEMENT IS A REBULLETIN TO REOPEN THE FILING PERIOD. PERSONS WHO HAVE ALREADY APPLIED WITHIN THE LAST 6 MONTHS NEED NOT REAPPLY, BUT MAY SUBMIT ADDITIONAL INFORMATION BY THE LAST DAY OF FILING. THE INFORMATION MUST INCLUDE YOUR NAME, THE CORRECT EXAMINATION TITLE AND NUMBER.**
Exam Number	R2560D
Filing Type	Open Continuous
Filing Start Date	22-May-2013
Salary Type	Monthly
Salary Minimum	5885.74
Salary Maximum	7719.46

Position/Program Information
Positions allocable to this class provide comprehensive support of complex network and server operating system environments. Under direction, incumbents perform a wide-range of network-related duties, including the design, implementation, and maintenance of complex networks.

Incumbents in this senior class generally report to an information technology supervisor or manager, and are distinguished from the Network Systems Administrator II by the more complex nature of assignments including network design, disaster recovery planning, capacity planning, network security, complex server and network configuration, network administration and monitoring, troubleshooting and maintenance. Incumbents may also provide technical guidance to other IT professional staff. Incumbents possess comprehensive knowledge of computer networking principles, concepts, tools and terminology. They have comprehensive skills in network monitoring tools and have comprehensive knowledge of protocols, network security, addressing, file servers, cable plant and topologies. They apply a full range of knowledge to support network functions such as e-mail, file and print services, routers, firewalls, fax and modem services, host access, network-related software, and Internet services. May function as the departmental information security officer in a small IT organization.

Essential Job Functions
The Senior Network Systems Administrator will perform the following essential job functions.

- Performs the more complex network and server administration functions, including configuring, installing, repairing, maintaining, and upgrading hardware and operating systems.
- Installs, customizes, configures, troubleshoots, tests and optimizes moderate to complex network software and physical infrastructure designs.
- Designs and implements network security solutions, including elements such as end user roles and groups, trust relationships,

- access rights, and directories.
- Performs VLAN configuration to support the installation and maintenance of services over Internet Protocol (IP) such as audio, video and data.
- Analyzes network resource utilization and implements solutions to correct problems to ensure all network applications are accessible and functioning properly.
- Identifies and recommends appropriate changes to network infrastructure to improve performance, reliability and availability.
- Develops and recommends procedures for network management, including resource allocation of centralized, decentralized and remote network services.
- Plans and installs hardware upgrades for network servers, gateways, and associated telecommunication devices.
- Identifies and resolves complex network problems; uses network management tools.
- Ensures network security according to policies and procedures and documents information security processes.
- Participates in or performs the selection, development, and implementation of backup and recovery solutions.
- Tracks network assets.
- Designs and maintains more complex network architecture, including hubs, routers and physical network, as needed.
- Conducts analysis and participates in implementation planning for new applications, as needed.
- Conducts analysis in support of data center planning, as needed.
- Provides in-depth support for information security incidents including internal violations, hacker attacks, viruses and system access, as needed.
- Researches and evaluates network and server hardware and software options and upgrades including updates, patches, and service packs, as needed.
- Leads a network support team, as needed.

Requirements   **SELECTION REQUIREMENTS:**

OPTION 1: Graduation from an accredited* college or university with a bachelor's degree in Computer Science, Information Systems, or a closely related field and three (3) years of full-time paid experience within the past 5 years in LAN design, configuration and administration.

OPTION 2: Four (4) years of progressively responsible full-time, paid experience within the past 5 years in LAN design, configuration and administration.

Physical Class   **Physical Class III –** Moderate: Includes standing or walking most of the time, with bending, stooping, squatting, twisting, and reaching; includes working on irregular surfaces, occasionally lifting objects weighting over 25 pounds, and frequent lifting of 10-25 pounds.

License(s) Required   A valid California Class C Driver License or the ability to use an alternative method of transportation when needed to carry out job-related essential functions.

Desirable Qualifications

- Network certification from a recognized national professional certification program, including but not limited to: CCNA, CCNP, CCSP, CCIE, MCSE, and SCSA.

- Master's degree in Computer Science, Information Systems or closely related field from an accredited* college or university.

Special Requirement Information	**In order to received credit for any college course work, or any type of college degree, such as a Bachelor, Master, or Doctorate degree, or for completion of a certificate program, you must include a legible copy of the diploma, transcripts, or official letter from the accredited institution which shows the area of specialization; and certificates with your application at the time of filing.**
Accreditation Information	**Accreditation:** *Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by The National Association of Credential Evaluation Services or the Association of International Credential Evaluators, Inc. (AICE).
Examination Content	This examination will consist of two (2) parts: **PART I:** An Evaluation of Training and Experience based upon application information and desirable qualifications weighted 50%. **PART II:** An oral interview assessing job preparation, analytical and decision-making ability, oral and interpersonal communication effectiveness, work skills, and adaptability, dependability and ethics weighted 50%. **Candidates must achieve a passing score of 70% or higher on each weighted part of the examination in order to be placed on the eligible register.**
Vacancy Information	An eligible register resulting from this examination will be used to fill vacancies at various Los Angeles County departments.
Eligibility Information	The names of candidates receiving a passing grade in the examination will be placed on the eligible register in the order of their score group for a period of six (6) months following the date of promulgation. No person may compete in this examination more than once every six (6) months.
Available Shift	Any
County of Los Angeles Information	**View details regarding Employment Eligibility Information, Social Security Act of 2004, Records of Convictions, Veterans Preference Credit, Los Angeles County Child Support Compliance Program, Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act by clicking on the link below:** GENERAL EXAMINATION INFORMATION **OR** Visit http://hr.lacounty.gov to view the above information. Click on Job Info Center Tab, and then click on County of Los Angeles Bulletin Information. **Equal Employment Opportunity:** It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or

disability.

All positions are open to qualified men and women pursuant to the Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act.

The County will make reasonable accommodations.

Application and Filing Information

All applicants are required to submit a Standard County of Los Angeles Employment Application **ONLINE (via electronic submission) ONLY**. Facsimile and hardcopy applications will not be accepted.

PERSONS WHO HAVE ALREADY APPLIED WITHIN THE LAST 6 MONTHS NEED NOT REAPPLY, BUT MAY SUBMIT ADDITIONAL INFORMATION BY THE LAST DAY OF FILING. THE INFORMATION MUST INCLUDE YOUR NAME, THE CORRECT EXAMINATION TITLE AND NUMBER.

Applicants must upload required documents as attachments (e.g., diplomas, certificates,etc.) at the time of filing. If you are unable to attach required documents, you must fax them to (213) 380-3681 within five (5) days of filing your application. Please include the exam number and title.

We must receive your application by 5:00 p.m., PST, on the last day of filing.

We may close this examination without prior notice.

INSTRUCTIONS FOR FILING ONLINE:
Apply online by clicking on the link above or below this bulletin that reads, Apply to Job so you can apply online and track the status of your application and get notified of your progress by email.

The acceptance of your application depends on whether you have CLEARLY shown that you meet the SELECTION REQUIREMENTS. Please fill out the application completely and correctly to receive full credit for any related education, training, and job experience. In the space provided for education, include the names and addresses of schools attended, titles of courses completed, dates completed, and number of credits and/or certificates earned. For each job held, give the name and address of your employer, your job title, beginning and ending dates of employment, number of hours worked per week, salary earned, size of organization, number and composition of personnel supervised, scope of responsibilities, and functions managed. All information supplied by applicants is subject to verification. Applicants may be rejected at any stage of the selection process.

SOCIAL SECURITY NUMBER:
All applicants MUST enter a valid social security number at the time of filing. Entering anything other than a valid social security (i.e. 000-00-0000, 111-11-1111, etc.) will result in an automatic rejection of your application.

COMPUTER AND INTERNET ACCESS AT PUBLIC LIBRARIES: For candidates who may not have regular access to a computer or the internet, applications can be completed on computers at public libraries throughout Los Angeles County.

NO SHARING OF USER ID AND PASSWORD: All applicants must file their application on-line using their OWN user ID and password. Using a family member of friend's user ID and password may erase a candidate's

original application record.

Department Contact Name	Naila Jahan
Department Contact Phone	213-738-2022
Department Contact Email	njahan@hr.lacounty.gov
ADA Coordinator Phone	213-738-2057
Teletype Phone	800-899-4099
California Relay Services Phone	800-735-2922
Alternate TTY Phone	800-897-0077

Close

Powered by Kenexa